

North Andover Housing Authority

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North Andover, MA 01845



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Minutes of the Meeting of June 23, 2022

The regular meeting of the North Andover Housing Authority was held on Thursday, June 23, 2022, at the Community Room at Foulds Terrace

Proper 48-hour notice was filed with the Town Clerk.

Mary Beth Soucy-Larkin called the meeting to order at 4:00 P.M. and upon roll call the following answered present:

Edward Capodilupo
Tracy Watson

Maggie Cleary, Executive Director of the North Andover Housing Authority was also in attendance. Members Stephen Long and Max Butterbrodt were absent.

Minutes

The board reviewed the minutes of the previous regular board meeting held on May 26, 2022. Edward Capodilupo then made a motion to approve the minutes of the meeting of May 26, 2022. Tracy Watson seconded the motion. The motion carried by a board vote of 3-0.

Tenant Participation

There were three residents of Foulds Terrace in attendance at this meeting. All resident comments were regarding parking at Foulds Terrace. Resident James Coleman read an email aloud that he had sent to all members of the board, expressing his frustration with parking at Foulds Terrace. Resident Ellen Walker questioned where staff should park when at the development. Maggie Cleary responded that admin staff typically parks on the street rather than in resident spaces. Maintenance employees are encouraged to do so as well, but when they are doing work that requires different tools, they will generally temporarily park as close to the unit that they are working in as possible. Resident Marth Reagan stated that residents should be reminded that they are responsible for their guests and healthcare workers.

New Business

- a. Board Vote – DHCD Annual Plan for Fiscal Year 2023 for North Andover Housing Authority’s State-funded Public Housing Program – Tracy Watson made a motion to approve the DHCD Annual Plan for Fiscal Year 2023 as presented. Edward Capodilupo seconded the motion. The motion carried by a board vote of 3-0.
- b. Board Vote - Review of Resident Balance Reports & Work Order Reports for May 2022, Vacancy Report, and Financials from May 2022: Tracy Watson made a motion to approve the Resident Balance Report, Vacancy Report, Work Order Report and Financials from May 2022. Edward Capodilupo seconded the motion, and it was approved 3-0.

- c. Board Vote – Adoption of Small Area FMR Payment Standard for Zip Code 01845 for Section 8 Housing Choice Voucher Program: Maggie Cleary explained that North Andover residents who have received new housing choice vouchers are having difficulty leasing rental units in North Andover and utilizing their vouchers because the rents are so much higher than the payment standard, which is based on the HUD Fair Market Rent for the area. The adoption of the small area FMR for the zip code 01845 allows the NAHA to implement a higher payment standard, increasing the number of units that voucher holders will be able to rent under program regulations. Tracy Watson stated that she approved of this plan. Edward Capodilupo then made a motion to approve and adopt the Small Area Payment Standard for Zip Code 01845. Tracy Watson seconded the motion and it carried 3-0.

- d. Report of the Executive Director: Maggie Cleary updated the board on general housing authority business, including the upcoming HUD REAC inspection. She also updated them on capital activities at both the state and federal complexes. No vote was necessary.

Other Business

Tracy Watson made a motion to adjourn the meeting. The motion was seconded by Edward Capodilupo and passed 3-0. Mary Beth Soucy-Larkin declared the meeting adjourned at 4:54 p.m.

Respectfully Submitted,



Maggie Cleary
Executive Director